

U N A D O P T E D M I N U T E S

of the Board of Trustees
Regular Board Meeting
December 10, 2013

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CALL TO ORDER

The meeting was called to order by Trustee Stys at 6:02 p.m.

Governing Board of Trustees present: Sharon Stys, Jan Baird, Sylvia Macias.

Others present: Erich Kwek, Superintendent
Gail Baxter, Associate Superintendent of Educational Services
Cecilia Laidemitt, Associate Superintendent
Administrative Services & Personnel Management
Michael Krause, Associate Superintendent of Business Services

FLAG SALUTE

The flag salute was led by Loma Vista School teacher, Audrey Radley.

OATH OF OFFICE

Superintendent Erich Kwek administered the Oath of Office to elected Trustees: Sylvia Macias and Deborah Pacheco.

RESOLUTION NO. 13-14-11

On a motion by Trustee Macias seconded by Trustee Baird and unanimously carried Resolution No. 13-14-11 – ‘Appointing Individual to Fill Seat on Governing Board Made Necessary Because of Resignation’ was approved. This resolution was necessary due to the resignation of Board member Layla Avila which created a vacancy on the South Whittier School District Board of Trustees. The Board appointed Francisco ‘Javi’ Santana to fill this vacant position.

OATH OF OFFICE

Superintendent Erich Kwek administered the Oath of Office to appointed Trustee, Francisco ‘Javi’ Santana.

ORGANIZATION OF THE BOARD

Election of Officers

Election of the President

On a motion by Trustee Baird seconded by Trustee Pacheco and unanimously carried Sylvia Macias was elected President of the Board of Trustees.

Election of the Vice President

On a motion by Trustee Stys seconded by Trustee Santana and unanimously carried Jan Baird was elected Vice President of the Board of Trustees.

Election of the Clerk

On a motion by Trustee Baird seconded by Trustee Pacheco and unanimously carried Sharon Stys was elected Clerk of the Board of Trustees.

Election of the Secretary of the Board

On a motion by Trustee Baird seconded by Trustee Stys and unanimously carried Superintendent Erich Kwek was elected Secretary of the Board.

Election of the Board representative for electing members to the County Committee on School District Organization

On a motion by Trustee Baird seconded by Trustee Stys and unanimously carried Sylvia Macias was elected as the Board representative for electing members to the County Committee on School District Organization.

Selection of the Board's voting delegate to the annual meeting of the Los Angeles County School Trustees Association

Sharon Stys was selected as the Board's voting delegate to the annual meeting of the Los Angeles County School Trustees Association.

Selection of the Board's representative to the Whittier Area School Trustees Association

Sharon Stys was selected as the Board's representative to the Whittier Area School Trustees Association.

Election of the representative and alternate to the Trustee Review Committee of the Pupil Transportation Cooperative

On a motion by Trustee Baird seconded by Trustee Stys and unanimously carried Sylvia Macias was elected as the representative and Francisco 'Javi' Santana was elected as the alternate to the Trustee Review Committee of the Pupil Transportation Cooperative.

Election of the representative and alternate to the Trustee Review Committee of the Whittier Area Cooperative Special Education Program

On a motion by Trustee Stys seconded by Trustee Baird and unanimously carried Sylvia Macias was elected as the representative and Deborah Pacheco was elected as the alternate to the Trustee Review Committee of the Whittier Area Cooperative Special Education Program.

Election of two Board members to serve on the Hearing Committee to Consider Student Expulsion

On a motion by Trustee Stys seconded by Trustee Baird and unanimously carried Deborah Pacheco and Jan Baird were elected as the two Board members to serve on the Hearing Committee to Consider Student Expulsion.

Selection of two Board members to serve on the Superintendent's Advisory Committee

Sylvia Macias and Francisco 'Javi' Santana were selected as the two Board members to serve on the Superintendent's Advisory Committee.

Election of two Board members to serve on the Wellness Committee as representative and alternate

On a motion by Trustee Baird seconded by Trustee Santana and unanimously carried Sylvia Macias was elected as the representative and Deborah Pacheco was elected as the alternate to serve on the Wellness Committee.

Appointment of the Superintendent or his designee to serve as the Board representative on the following committees

On a motion by Trustee Baird seconded by Trustee Stys and unanimously carried the Superintendent or his designee was appointed to serve on the following committees;

1. Whittier Area Cooperative Special Education Program
2. Whittier Area Pupil Transportation Cooperative
3. School Attendance Review Board
4. Whittier Area Self Insurance Authority
5. Whittier Area Liability and Property Self Insurance Authority
6. South East Educational Technology Consortium and Whittier Area Consortium

Board Meetings

On a motion by Trustee Baird seconded by Trustee Stys and unanimously carried the Board adopted the second and fourth Tuesday of each month as the regular meeting time at the District Office Board Room, 11200 Telechron Ave., Whittier, with a Call to Order at 6:00 p.m.

Adoption of Resolution No. 13-14-09: Certification of Signatures

On a motion by Trustee Baird seconded by Trustee Stys and unanimously carried Resolution No. 13-14-09: Certification of Signatures was approved. This resolution authorizes Erich Kwek, Cecilia Laidemitt, Gail Baxter, Michael Krause, Lily Huntensburg, Marsha Escalante and Janine Johnson to sign warrant orders for salary payment, notices of employment and contracts effective December 10, 2013 through December 9, 2014.

PUBLIC COMMENTS

There were no public comments.

COMMENTS BY TRUSTEES

Trustee Pacheco thanked the community for trusting her and allowing her to be a Board member once again. She is committed to the children of the South Whittier School District.

Trustee Stys welcomed the new Board members and discussed the recent CSBA Annual Education Conference she attended. There was much discussion on the topics of the Local Control Funding Formula, the Common Core State Standards and all that is happening in education. She was happy to say that our district is ready to move forward with these new educational systems.

Trustee Baird offered her condolences to Audrey Radley in the loss of her sister. Mrs. Baird thanked everyone for their positive thoughts and prayers during her recent heart surgery.

Trustee Santana thanked the community for trusting him and supporting him in his campaign to become a Trustee of the South Whittier School District.

Trustee Macias welcomed Mr. Santana and Ms. Pacheco to the Board and said she was looking forward to working with this new Trustees. Ms. Macias extended her condolence to Audrey Radley in the loss of her sister. She also attended the CSBA Annual Education Conference saying it had been an excellent conference but came away realizing there is much to learn. The most talked about topics include the Common Core State Standards. Ms. Macias thanked Gail Baxter, Martha Rojas and Dr. Kwek who are in the fore-front of these new educational systems and will continue to provide guidance. Ms. Macias thanked the community for continually trusting her by their vote. She wished everyone a happy holiday break.

REPORTS

Dr. Kwek congratulated and welcomed all Board members, re-elected and appointed. He also attended the CSBA Annual Education Conference saying there was much good news learned at the conference. Our district has the new educational changes under control and we are moving in a positive direction. The district will continue to have workshops on LCFF and the Common Core State Standards. The state is doing well in education now but educational leaders are looking into what will happen in 2017 and 2018. Local control is a major issue as there are some who are advocating against local control. These persons want to see more restrictions placed on school districts. Communities need to voice

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their opinions in support of local control. The State Board needs to be informed that school districts are better able to handle their own finances. Gail Baxter, Associate Superintendent of Educational Services, will travel to Sacramento to attend and address the State Board of Education at their meeting on January 16, 2014. State legislators need to understand that school districts are capable of handling their own finances.

Lisa Palomino will continue as acting principal at McKibben School. She is doing an excellent job and is to be commended. The principal position will be re-posted in March 2014. Unfortunately, there was a weak pool of applicants and the district decided to hold off on hiring a principal.

Schools have scheduled their holiday programs. Trustees were given a schedule and are welcomed to attend.

CONSENT

On a motion by Trustee Stys seconded by Trustee Baird and unanimously carried the consent portion of the agenda was approved.

Approval of Minutes

Approved the minutes of the regular Board meeting held November 12, 2013.

Purchase Order List No. 09

Approved purchase order list no. 09 for purchases submitted prior to December 10, 2013.

Contract List No. 09

Approved contract list no. 09 for services provided prior to December 10, 2013. Contracts include:

13-14-059: contractor – Frontline Technologies, service – AESOP Automated Sub Placement System, duration – 12/11/2013 to 06/30/2015, amount - \$8,085.00

Travel and Conference Report No. 09

Approved travel and conference report no. 09.

BUSINESS

First Interim Financial Report

On a motion by Trustee Stys seconded by Trustee Baird and unanimously carried the First Interim Financial Report was approved.

BUSINESS

Michael Krause, Associate Superintendent of Business, presented the 2013-2014 First Interim Report. Mr. Krause reported major modifications had to be made to the budget due to revenue adjustments for the Local Control Funding Formula funds received by the district as well as expenditures for LCFF. Mr. Krause reported the district will continue to monitor its cash reserves and tracking enrollment through the school year. The district will submit a positive certification for the First Interim Report and has met all the requirements for the current and subsequent two fiscal year. Ms. Lily Huntenburg, Director of Fiscal Services, was thanked for her continued participation and assistance in the development of this report.

Resolution No. 13-14-04: Provide for Board Member Salary Payment

On a motion by Trustee Stys seconded by Trustee Baird and unanimously carried resolution no. 13-14-04: Provide for Board Member (Sylvia Macias) Salary Payment was approved.

Resolution No. 13-14-08: Declaration of Surplus Property – Old District Office

On a motion by Trustee Stys seconded by Trustee Baird and unanimously carried resolution no. 13-14-08 was approved. The South Whittier School District has complied with Education Code and Government Code and will declare the property located at 10120 South Painter Ave., Whittier, California, generally known as the 'Old District Office' as surplus and will lease the property in a public bid auction.

Final Summation of Expenditures – Loma Vista School

On a motion by Trustee Stys seconded by Trustee Baird and unanimously carried the Final Summation of Expenditures for Loma Vista School was approved.

Final Summation of Expenditures – Lake Marie School

On a motion by Trustee Stys seconded by Trustee Baird and unanimously carried the Final Summation of Expenditures for Lake Marie School was approved.

GENERAL

Call for Nomination for CSBA Delegate Assembly

On a motion by Trustee Stys seconded by Trustee Santana and unanimously carried Sylvia Macias and Jan Baird were nominated for the California School Boards Association Delegate Assembly, Region 24. Successful delegates will serve from April 1, 2014 through March 31, 2016.

GENERAL

Proposed Board Policy 3100 – Budget – First Reading

The Board conducted the first reading of proposed Board policy 3100 – Budget.

Proposed Board Policy 3110 – Transfer of Funds – First Reading

The Board conducted the first reading of proposed Board policy 3110 – Transfer of Funds.

PUBLIC COMMENTS ON
CLOSED SESSION ITEMS

There were no public comments on closed session items.

CLOSED SESSION

The Board of Trustees commenced closed session at 6:51 p.m.

OPEN SESSION

The Board of Trustees resumed open session 7:48 p.m. No action was taken in closed session.

PERSONNEL
CLASSIFIED

On a motion by Trustee Stys seconded by Trustee Santana and unanimously carried Personnel Report No. 12-10-13-009 was approved.

2013-2014 Site Transfer: Inclusion Aide-SH – Ratification

Anielia Collette – from McKibben School to Los Altos School, effective 11/18/2013

2013-2014 New Hire – Effective 12/11/2013

Jennifer Trujillo-Wilson, Library Clerk, Lake Marie School, 4 hours daily/10 months

Terri Sperry, Assistant Food Services Supervisor, 8 hours daily/12 months

Monique Hernandez, Cafeteria Helper, Graves Middle School, 3 hours daily/10 months

Pamela Bowman, Student Services Clerk, SSC Office, District Office, 8 hours daily/12 months, (starting date to be decided)

2013-2014 Medical Leave of Absence – Paid – Ratification

Araceli Gonzalez, Secretary, Los Altos School, effective 11/18/2013 to 12/06/2013

Hortencia Gonzalez, Instructional Aide, Los Altos School, effective 12/03/2013 to 12/31/2013

PERSONNEL
CLASSIFIED

2013-2014 Extra Pay Assignment – Ratification

From 08/2013 to 05/2014 the participant listed below will provide child care/student supervision throughout the school year at Graves Middle School, not to exceed 25 hours. Participant will receive her regular rate of pay plus benefits.

Participant: Lydia White, Noon Duty Supervisor

From 12/13/2013 to 06/30/2014 the participant listed below will ensure CALPADS is accurate and current at all times at the District Office, not to exceed 150 hours. Participant will receive her regular rate of pay plus benefits.

Participant: Sidney Gonzalez, Information Specialist

From 09/13/2013 to 05/28/2014 the participant listed below will provide campus security for various after school and evening events at Graves Middle School, not to exceed 40 hours. Participant will receive her regular rate of pay plus benefits.

Participant: Adrian Guerra, Campus Monitor

From 11/12/2013 to 01/10/2014 the participant listed below will cover during SSC Clerk vacancy to maintain compliance with record requests, not to exceed 100 hours. Participant will receive her regular rate of pay plus benefits.

Participant: Cindi Rodriguez, Library Clerk

From 10/2013 to 05/2014 the participant listed below will meet weekly to plan school wide activities to enhance the students' leadership abilities at Loma Vista School, not to exceed 20 hours. Participant will receive her regular rate of pay plus benefits.

Participant: Josie Tafoya, Instructional Aide/SH

From 11/2013 to 05/2014 the participant listed below will support instruction with supervision of students during Parent Education Training and/or meetings at Los Altos School, not to exceed 30 hours. Participants will receive their regular rate of pay plus benefits.

Participants: Maria Donosa, Noon Duty Supervisor
Silvia Chacon, Noon Duty Supervisor

PERSONNEL
CERTIFICATED

On a motion by Trustee Stys seconded by Trustee Pacheco and unanimously carried Certificated Personnel Report No. 12-10-13-09 was approved.

PERSONNEL
CERTIFICATED

2013-2014 New Hire – Special Day Class Teacher

Yvette Marie Gomez, Resource Specialist Program Teacher, Los Altos School, Effective 01/07/2014. Temporary contract, Level II Education Specialist Instruction Credential/Mild Moderate with Added Authorization – Autism; Clear Multiple Subjects Credential/CLAD

2013-2014 New Hire – Substitute Teacher

District Wide, part time on an as needed basis only, pending clearance from Dept. of Justice (fingerprinting) and submission of required forms, effective 11/22/2013 to 05/28/2014 – Ratification
Emily Thompson, Clear Multiple Subject Credential/EL Authorized

2013-2014 Extra Pay Assignments

Administrative Designee to attend IEP meetings as needed

Carmen Sears, Graves Middle School, effective 08/2013 to 05/2014, Ratification

Laura Stillman, Los Altos School, effective 12/2013 to 04/2014 – Ratification

Extra Pay Assignment

Attend various meetings/trainings beyond regular work hours, Graves Middle School, effective 8/2013 to 05/2014 – Ratification
Camille Weiss, Teacher of Math

2013-2014 Special Substitute Requests – Lake Marie School

3 substitutes needed – effective 01/31/2014

3 substitutes needed – effective 03/14/2013

To allow teachers to attend conference to learn effective strategies for Creativity/CCSS/Arts

2013-2014 Extension to Medical Leave of Absence

Paid, Carmela School, effective 12/03/2013 to 01/07/2014

Employee Number # VU 886 09 15

2013-2014 Extension to Maternity Leave of Absence

Paid, Graves Middle School, effective 12/03/2013 to 01/06/2014

Employee ID: JB 320 67 70

2013-2014 Involuntary Transfer

Lake Marie School/Los Altos School, effective 01/07/2014 to 05/28/2014

Shari Tanimoto – From RSP Teacher LM/LA School
To RSP Teacher LM/GMS

PERSONNEL
CERTIFICATED

2013-2014 Resignation

Long Term Substitute Teacher, SDC/SH, Los Altos School,
effective 11/13/2013 - Ratification

Eucharía Maduafokwa, temporary contract, Education Specialist
Instruction Credential, Moderate to Severe Disabilities Authorization

California School Employees Association, Chapter 348, Initial
Proposal 2013-2014

On a motion by Trustee Stys seconded by Trustee Pacheco and
unanimously carried the California School Employees Association,
Chapter 348, Initial Proposal 2013-2014 was accepted.

Public Hearing: California School Employees Association, Chapter
348, Initial Proposal 2013-2014

An opportunity was provided for communication on the proposed
California School Employees Association, Chapter 348 Initial
Proposal 2013-2014 during a public hearing. The hearing was
open on a motion by Trustee Stys seconded by Trustee Santana
and unanimously carried. There was no discussion on the matter.
The hearing was closed on a motion by Trustee Stys seconded by
Trustee Pacheco and unanimously carried.

South Whittier School District Initial Proposal – Re-opener
Negotiations 2013-2014 Contract Year to the California School
Employees Association, Chapter 348

On a motion by Trustee Pacheco seconded by Trustee Stys and
unanimously carried the South Whittier School District Initial
Proposal – Re-opener Negotiations 2013-2014 Contract Year to the
California School Employees Association was accepted.

Public Hearing: South Whittier School District Initial Proposal -
Re-opener Negotiations 2013-2014 Contract Year to the California
School Employees Association, Chapter 348

An opportunity was provided for communication on the proposed
South Whittier School District Initial Proposal Re-opener
Negotiations 2013-2014 Contract Year during a public hearing.
The hearing was open on a motion by Trustee Stys seconded by
Trustee Pacheco and unanimously carried. There was no
discussion on the matter. The hearing was closed on a motion by
Trustee Stys seconded by Trustee Pacheco and unanimously
carried.

Resolution 13-14-10: Regarding Layoff of Classified Personnel

On a motion by Trustee Stys seconded by Trustee Pacheco and
unanimously carried Resolution 13-14-10: Regarding Layoff of
Classified Personnel was approved.

PERSONNEL

Job Description: Data Integrity Specialist

On a motion by Trustee Pacheco seconded by Trustee Santana and unanimously carried the Data Integrity Specialist job description was approved.

ADJOURNMENT

Meeting adjourned at 7:51 p.m.